



## **National Finance Center Customer Notification**

**Date of Notification: September 30, 2009**

**Subject: NFC's Columbus Day Holiday**

**Database/Customer(s) Affected: All**

**Dear Customer:**

In observance of the Columbus Day Holiday, the National Finance Center's (NFC) offices will be closed Monday, October 12, 2009, including the following help desks: (1) NFC's *EmpowHR* Help Desk, (2) NFC's Payroll/Personnel Call Center, and (3) NFC's webTA Help Desk servicing designated USDA and HUD customers.

All NFC applications will remain available during the holiday and payroll/personnel processing will continue on the normal schedule. Pay Period 20 T&A's may be transmitted as early as Friday, October 9, 2009 but should be submitted no later than COB Tuesday, October 13, 2009.

As always, the NFC Operations and Security Center (OSC) will be available for 24 hours per day, 7 days per week at 1-800-767-9641, 504-426-6435, or via email to [OSC.ETIX@usda.gov](mailto:OSC.ETIX@usda.gov).

If you have any questions regarding this notification, please contact NFC's Client Management Branch at [Customer.Support@usda.gov](mailto:Customer.Support@usda.gov).

JAF/M2-09-014/014

### **Tip of the Week**

Pay Period 20 is the Fiscal Year End 2009 Rollover pay period and requires careful attention to T&A coding. Please consult Title I, Chapter 7, Bulletin 09-01 for specific instructions.